

APPLICATION FOR
BUILDING PERMIT

CITY OF MURRAY, KENTUCKY
OFFICE OF BUILDING CODE ENFORCEMENT

PERMIT NO. _____

IMPORTANT – Applicant to complete all items in Sections I, II, III, IV, V-a

I. LOCATION OF BUILDING	Project Name _____	Zoning District _____
	Location _____	
	Owner _____	Address _____

TYPE AND COST OF BUILDING – All applicants complete parts A – D

A. TYPE OF IMPROVEMENT 1. New Building 2. Addition (If residential, enter number of new housing units added, if any, in Part C, 13) 3. Alteration (See 2 above) 4. Repair, Replacement 5. Demolition (If multi-family residential, enter number of units in building in Part C, 13) 6. Moving (relocation) 7. Foundation only B. OWNERSHIP 8. Private (individual, corporation, non-profit institution, etc.) 9. Public (Federal, State, local government)		C. PROPOSED USE <table border="0"> <tr> <th>RESIDENTIAL</th> <th>NON-RESIDENTIAL</th> </tr> <tr> <td>12. One family</td> <td>18. Amusement, recreational, social</td> </tr> <tr> <td>13. Two or more family-enter number of units _____</td> <td>19. Church, other religious</td> </tr> <tr> <td>14. Transient hotel, motel, or dormitory-enter number of units _____</td> <td>20. Industrial</td> </tr> <tr> <td>15. Garage</td> <td>21. Parking garage</td> </tr> <tr> <td>16. Storage building, shed</td> <td>22. Service Station, repair garage</td> </tr> <tr> <td>17. Other – Specify _____</td> <td>23. Hospital, institutional</td> </tr> <tr> <td>_____</td> <td>24. Office, bank, professional.</td> </tr> <tr> <td>_____</td> <td>25. Public utility</td> </tr> <tr> <td></td> <td>26. School, library, other educational</td> </tr> <tr> <td></td> <td>27. Stores, mercantile</td> </tr> <tr> <td></td> <td>_____</td> </tr> <tr> <td></td> <td>_____</td> </tr> </table>		RESIDENTIAL	NON-RESIDENTIAL	12. One family	18. Amusement, recreational, social	13. Two or more family-enter number of units _____	19. Church, other religious	14. Transient hotel, motel, or dormitory-enter number of units _____	20. Industrial	15. Garage	21. Parking garage	16. Storage building, shed	22. Service Station, repair garage	17. Other – Specify _____	23. Hospital, institutional	_____	24. Office, bank, professional.	_____	25. Public utility		26. School, library, other educational		27. Stores, mercantile		_____		_____
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D. COST 10. Cost of improvement..... To be installed but not included in the above cost a. Electrical..... b. Plumbing..... c. Heating, air-conditioning..... d. Other (elevator, etc.)..... 11. TOTAL COST OF IMPROVEMENT		(Omit cents) \$ _____ _____ _____ _____ \$ _____	Non-residential – Describe in detail proposed use of building, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use. _____ _____ _____																										

III. SELECTED CHARACTERISTICS OF BUILDING – For new buildings and additions, complete Parts E – L;
For demolition, complete only Part J, for all others skip to V.

E. PRINCIPAL TYPE OF FRAME 30. Masonry (wall bearing) 31. Wood frame 32. Structural steel 33. Reinforced concrete 34. Other – Specify _____ _____	G. TYPE OF SEWAGE DISPOSAL 40. Public or private company 41. Private (septic tank, etc.)	J. DIMENSIONS 48. Number of stories..... 49. Total square feet of floor area, All floors, based on exterior dimensions..... 50. Total land area, sq. ft.....	_____ _____ _____
	H. TYPE OF WATER SUPPLY 42. Public or private company 43. Private (well, cistern)		
F. PRINCIPAL TYPE OF HEATING FUEL 35. Gas 36. Oil 37. Electricity 38. Coal 39. Other-Specify _____ _____	I. TYPE OF MECHANICAL Will there be central air conditioning? 44. Yes 45. No Will there be an elevator? 46. Yes 47. No	K. NUMBER OF OFF-STREET PARKING SPACES 51. Enclosed..... 52. Outdoors.....	_____ _____
			L. RESIDENTIAL BUILDINGS ONLY 53. Number of Bedrooms..... 54. Number of Full..... Bathrooms Partial.....

IV. SITE PLAN AND OTHER REQUIREMENTS

A. SITE PLAN

Every application for a building permit submitted to this office shall be accompanied by a site plan drawn to a reasonable accuracy showing the following:

1. Lot boundaries, building site, existing buildings, and parking on the lot
2. Accurate dimensions of lot boundaries, yards, building size, and buildings
3. Layout of off-street parking and loading spaces and driveways*
4. Street name and number
5. Subdivision and lot number
6. Easements and building setback lines
7. North arrow
8. Recording information: Recorded in Book_____, Page_____
9. Any information required by the Planning & Engineering Department.

*If planning new or altering previous street access, applicant shall apply for an encroachment permit.

B. OTHER REQUIREMENTS

1. Applicant shall verify availability of all utilities.
2. Property owners need to review for possible subdivision restrictions recorded in Calloway County Clerk's office.
3. For commercial construction include the following footing and foundation plans; floor and building cross section plans; HVAC shop drawings, electrical plans indicating exit signs, emergency lights, and lighting; and engineer's drawings or letter is required for trusses or pre-engineered building.
4. For residential 1 and 2 family construction include the following floor plan; footing and foundation typical detail and truss specifications.
5. All Electrical Inspections shall be done by the State Certified Electrical Inspector contracted by the City of Murray.
6. All HVAC installers must be licensed by the State of Kentucky
7. USE OF HYDRANTS: All persons are forbidden to open any fire hydrants or to use any water therefrom for sprinkling streets, for building, or any purpose without permission in writing from the water system, under penalty prescribed by law, except in case of fire and by fire companies to test the hydrants. Such test shall be made directly under the supervision of an authorized agent of the water system.
8. Sewer lateral clean outs and water meters shall not be placed in parking areas or driveways.
9. It shall be the contractors/owners responsibility to keep the job site clean from debris that could be carried to adjoining property by wind or rain or any other means. It shall also be the contractor/owners responsibility to keep mud and/or gravel off the paved city streets. Erosion control on the property shall be maintained in such a manner as to keep the soil from eroding onto the streets.
10. Parking areas shall be paved with an asphalt, concrete, brick or other approved properly bound surface.
11. No person shall use or permit the use of any structure or premises that has been issued a permit under this application until the building official has issued a Certificate of Occupancy for certain use groups. This will be determined at the issuance of the permit.
12. Sign permits must be obtained by the owner prior to installation and will be in compliance with the zoning ordinance, Section III, Article 1.

SITE OR PLOT PLAN – Applicant Use for Residential Additions & Accessory Structures

V. IDENTIFICATION AND AFFIDAVIT				
A.	Name	Mailing Address – Number, Street, City & State	Zip Code	Telephone No.
1. Owner or Lessee				
2. Contractor				
3. Architect or Engineer				
B. AFFIDAVIT: PURSUANT TO KRS 198B.060 (10) – (To be completed in presence of Notary Public) The applicant does solemnly swear, pursuant to KRS 198B.060 (10), that all contractors and subcontractors employed or that will be employed on any activity covered by any permit issued to this applicant by this office, shall be in full compliance with Kentucky's requirements for worker's compensation insurance according to KRS Chapter 342, and unemployment insurance according to KRS Chapter 342, (Number _____) I hereby certify that I have reviewed all information in this document and that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of the jurisdiction.				
Signature of Applicant		Title	Application Date	

Applicant, on this the _____ day of _____, 20_____.

MY COMMISSION EXPIRES: _____

THIS PAGE IS FOR DEPARTMENT USE ONLY

VI. ZONING PLAN EXAMINERS NOTES

DISTRICT: _____ USE: _____

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FRONT YARD: REAR YARD: SIDE YARD: SIDE YARD:

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NOTES:

ZONING APPROVAL:

VII. VALIDATION – When applicable, building permit is subject to Kentucky Department of Housing, Building, and Construction approval.

Building Permit Number_____

Building Permit Issued _____, 20____

Building Permit Fee \$ _____

Approved By: _____
BUILDING OFFICIAL

Approved By: _____
BUILDING OFFICIAL

NOTE: The administrative officer shall act upon application for building permit within two weeks from date of its submission.

FOR DEPARTMENT USE ONLY

Use Group _____

Fire Grading _____

Live Loading _____

Occupancy Load _____

Building Type _____

Code Used _____

VIII. BUILDING INSPECTORS NOTES:

[illegible]